

**Office of Massachusetts Attorney General Maura Healey**



**Abandoned Housing Initiative  
Technology to Enrich Community Housing  
(TECH) Grant  
Additional Forms**

**Release Date: November 5, 2018**

## **Software Requirements**

- Input of and access to property-level data
- Migration of existing municipal data to new software database
- Utilization of various non-municipal datasets (e.g., census, GIS, etc.) for mapping and other analytical purposes
- Integration of GIS
- Software access to multiple relevant municipal agencies outside of code enforcement
- Design and implementation of a case referral and management tool for joint cases between AGO and applicant. Tool must let the AGO track cases statuses and input basic information. AGO willing to devote staff resources to design
- “Superuser” or data access agreement to non-privileged municipal data for AGO trend analysis during the grant term
- Ability to export applicant and AGO data into a common file format or formats at the end of the grant term regardless of the status of a business relationship between the vendor, applicant, and/or AGO beyond the end of the grant term
- Any data stored remotely from AGO and applicant IT equipment meets industry standards for security.

## Vendor Certification Form

As a prospective software vendor to \_\_\_\_\_, who is applying for funding from the Massachusetts Attorney General's Office (AGO) Technology to Enrich Community Housing Grant (TECH), I certify the following:

- My organization is able to design, build, and/or implement the software product requested by applicant and outlined in the TECH RFP;
- My organization has read the TECH RFP and understands the guidelines and expectations of the grant;
- My organization has read and understood the TECH Software Capability Requirements Form;
- My organization is able to provide or design a case management tool for joint use between the AGO and the applicant;
- My organization is able to design "superuser" capability for the AGO or provide exportable data to allow the AGO to examine property-related trends in the applicant's geographical area during the grant term;
- My organization is willing to certify the status of the applicant's implementation of the software product once a year for two years;
- My organization will export AGO data from the joint AGO/applicant case management tool to the AGO at the end of the grant term in a commonly used file format or formats regardless of the existence or non-existence of a business relationship between the vendor and the AGO beyond the end of the grant term.
- If requested, my organization will export applicant data to the applicant in a commonly used file format or formats at the end of the grant term regardless of the existence or non-existence of a business relationship between the vendor and applicant beyond the end of the grant term.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Organization

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Phone

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Email